

AGENDA ITEM SUMMARY

DATE: 05/19/2014 **DEPARTMENT:** Admin/CDD **DEPT. HEAD SIGNATURE:** HD/MA

SUBJECT:

Discussion of appointing Hailey Planning and Zoning Commission to act as Hailey Development Impact Fee Advisory Committee

AUTHORITY: ID Code 67-8205 IAR City Ordinance/Code

ID CODE 67-8205. Development impact fee advisory committee. (1) Any governmental entity which is considering or which has adopted a development impact fee ordinance, shall establish a development impact fee advisory committee. (2) The development impact fee advisory committee shall be composed of not fewer than five (5) members appointed by the governing authority of the governmental entity. Two (2) or more members shall be active in the business of development, building or real estate. An existing planning or planning and zoning commission may serve as the development impact fee advisory committee if the commission includes two (2) or more members who are active in the business of development, building or real estate; otherwise, two (2) such members who are not employees or officials of a governmental entity shall be appointed to the committee.

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

Four members of Hailey's five-member Development Impact Fee Advisory Committee have expressed interest in resigning, prior to or just after the statutory annual DIF Advisory Committee meeting. We have concerns that we may not have a quorum for our June meeting.

State Code 67-8205 allows that a Planning and Zoning Commission may serve as the DIF Advisory Commission, provided that 2 or more of its members are active in the business of development, building or real estate. Currently, the Hailey Planning and Zoning Commission has 2 architects among its members.

This discussion is intended to identify whether the mayor and council are interested in appointing the existing Hailey Planning and Zoning Commission to act as the Development Impact Fee Advisory Commission. We see three options:

1. Appoint the 5-member P&Z to act as DIF Advisory Committee
2. Appoint a 6-member DIF Advisory Committee consisting of the P&Z and the one current DIF Advisory Committee member who has not expressed interest in resigning, Craig Johnson, a builder who was appointed in 2013.
3. Leave the committee as is, and find 4 new interested appointees.

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

There is no fiscal impact related to this discussion. By statute, the DIF Advisory Committee is unpaid.

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IF APPLICABLE)

<input type="checkbox"/> City Attorney	<input type="checkbox"/> Finance	<input type="checkbox"/> Licensing	<input type="checkbox"/> Administrator
<input type="checkbox"/> Library	<input type="checkbox"/> Community Development	<input type="checkbox"/> P&Z Commission	<input type="checkbox"/> Building
<input type="checkbox"/> Police	<input type="checkbox"/> Fire Department	<input type="checkbox"/> Engineer	<input type="checkbox"/> W/WW
<input type="checkbox"/> Streets	<input type="checkbox"/> Parks	<input type="checkbox"/> Public Works	<input type="checkbox"/> Mayor

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Identify the preferred option, and either make the appointment or set the appointment on the next city council agenda.

ACTION OF THE CITY COUNCIL:

Date _____

City Clerk: _____

AGENDA ITEM SUMMARY

DATE: 05/19/2014 DEPARTMENT: PWCDD DEPT. HEAD SIGNATURE: HD/MP/MA

SUBJECT:

Report to City Council regarding discussions with Little Indio residents about water and sewer infrastructure installation through a Local Improvement District.

AUTHORITY: ID Code _____ IAR _____ City Ordinance/Code _____
(IF APPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

Hailey staff, in response to requests from some Little Indio property owners to connect to city water and sewer, held a neighborhood meeting last week to inform those interested what steps the city would undergo to install infrastructure to the lots along Poulsen Drive, and what routes the 30-foot wide easement could potentially take. With infrastructure improvements, more development could occur there, so the consideration of fire apparatus accessibility was also discussed. Four routes were shown as possibilities. The information discussed during that meeting is attached.

Attending the meeting were seven individuals representing 4 properties, all within the city limits. There was no discussion about extending services to those parts of Little Indio Lane that are outside the city limits. In general, the participants seemed to favor Option B.

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

Very rudimentary estimates suggest this project would cost over \$100,000. The final page of the attached shows different cost scenarios allowed under Local Improvement Districts, including a square footage cost method, a linear footage cost method, and a per lot hook-up. The estimates do not include the development of road surfaces.

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IF APPLICABLE)

___ City Attorney	___ Finance	___ Licensing	___ Administrator
___ Library	___ Community Development	___ P&Z Commission	___ Building
___ Police	___ Fire Department	___ Engineer	___ W/WW
___ Streets	___ Parks	___ Public Works	___ Mayor

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

This information is presented to the Hailey City Council for information only. Hailey Staff is in the beginning phases of this conversation with Little Indio residents, and merely wants to keep council members informed at this time.

ACTION OF THE CITY COUNCIL:

Date _____

City Clerk _____

FOLLOW-UP:

*Ord./Res./Agrmt./Order Originals: Record
Copies (all info.):

*Additional/Exceptional Originals to: _____
Copies (AIS only)

i.

Neighborhood Meeting: Little Indio Infrastructure

May 13, 2014

4

Considerations

- › Retain or reduce buffer between Hop Porter Park and private property
- › Increased life/safety – fire and emergency access and services
- › Increased and reduced costs – fire insurance, infrastructure costs, access maintenance costs
- › Environmental benefits
- › Property values
- › Future development – subdivision, lot split, building, etc.

2

Agenda

1. Share 4 options
2. Cost and funding mechanisms
3. Group discussion on each scenario
4. Anonymous Vote

5

Lets Get Oriented

- › Currently, this only effects a select group of residents within the city boundary.
- › Current status:
 - Amended floodplain
 - Fire access
 - Water and Sewer
 - Private access easement



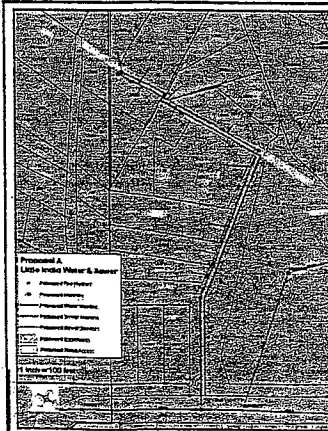
3.

Why are we here?

1. To share infrastructure information and options with Hailey residents.
2. To get information from residents and determine whether it's a project they want.

We are NOT here...

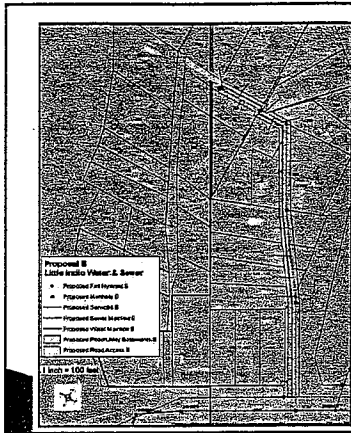
1. To make your life difficult.
2. To provide you with services the group doesn't generally want.
3. To force the group to pay for things that aren't generally desired.



Proposal A Tail Race with access through park

- Fire access through Hop Porter Park to Little Indio Lane
- Some utility lines outside of property – allows future build footprints
- Requires 20' access and utility easements (30 feet minimum)
- Requires maintained access throughout entire easement and Little Indio Lane.

7.



Proposal B Poulsen Lane/Private Property

- Requires 20' access and 30' utility easement
- All utilities and access is on private property
- Limits future buildable areas and lot splits
- Primarily restricts access to existing routes.
- Requires maintained access throughout entire easement and Little Indio Lane.

10.

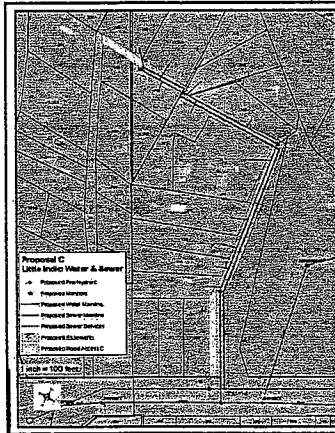
Cost and Funding Mechanism

Little Indio Contribution for Cost Share of Public Improvement

Total Address of Project Area: 147,477
 Total Square Foot of Land: 1,000,000
 Total Land Area of 200 Acres: 147,477

Lot	Street	Square Feet	Average	% Lot Size	Frontage	% Frontage	Estimated Owner Cost	Estimated Owner Cost	Estimated Owner Cost
							Based on Square Feet	Based on Linear Feet	Based on Frontage
401	Ballou	11,584.68	0.20	4.47%	200	14.84%	54,471	14,837	7,543
131	Poulsen	11,492.40	0.20	4.28%	60	4.43%	54,239	14,451	7,143
141	Poulsen	14,374.80	0.23	4.87%	48	3.64%	54,869	14,915	7,143
121	Poulsen	15,117.20	0.27	5.46%	60	4.43%	55,460	14,915	7,143
211	Poulsen	15,584.80	0.24	5.24%	80	6.00%	56,558	15,021	7,143
120	Poulsen	41,817.60	0.86	14.17%	174	13.06%	154,346	33,056	7,143
221	Poulsen	19,253.22	0.42	6.33%	90	6.88%	66,322	18,877	7,143
150	Little Indio Ln	52,870.00	0.75	11.07%	30	2.23%	111,087	2,238	7,143
340 (28)	Little Indio Ln	42,848.80	0.88	14.69%	120	8.84%	134,451	9,844	7,143
340 (40)	Little Indio Ln	15,681.60	0.26	5.31%	0	0.00%	53,311	0	7,143
341	Little Indio Ln	33,088.00	0.53	4.43%	161	11.94%	114,427	11,944	7,143
370	Little Indio Ln	18,233.52	0.42	6.52%	31	2.60%	54,322	2,096	7,143
380	Little Indio Ln	16,866.40	0.39	5.79%	261	18.84%	52,755	18,881	7,143
390	Little Indio Ln	22,196.80	0.28	4.73%	0	0.00%	54,137	0	7,143
		283,206.12			1346		\$100,000	\$100,000	\$100,000

8.



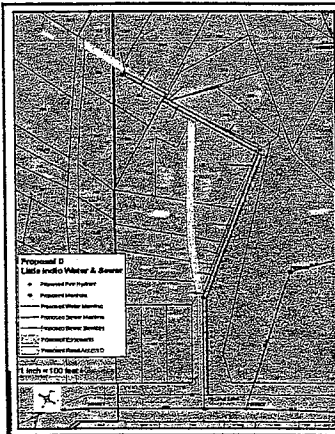
Proposal C Access and utilities through Tail Race

- Some utility lines outside of property - allows future build footprints
- Requires 20' access and utility easements (30 feet minimum)
- Requires maintained access throughout entire easement and Little Indio Lane.

11.

Discussion and Anonymous Vote

9.

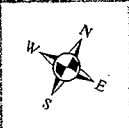


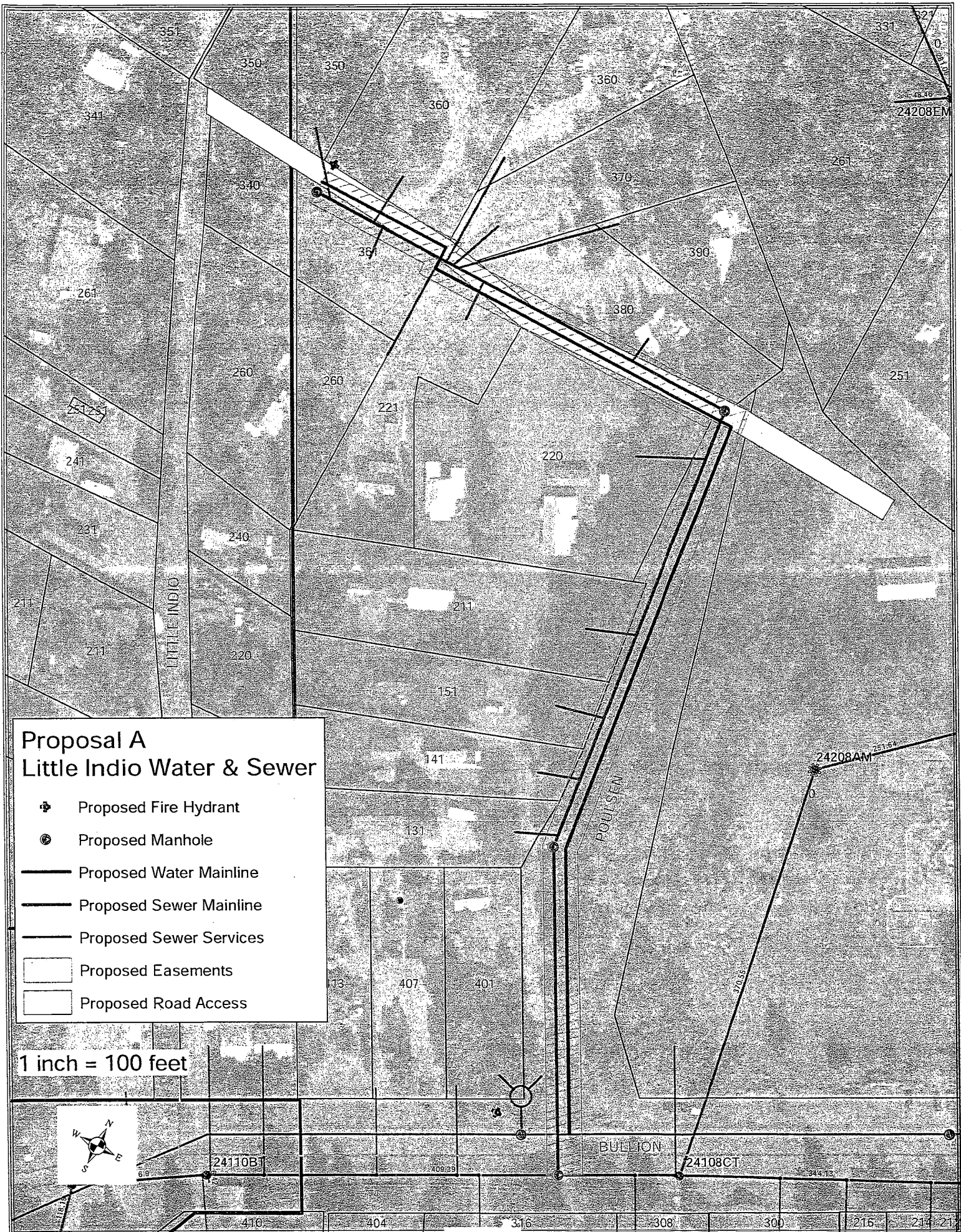
Proposal D Tail Race with access through private property

- Fire access through existing roads
- Some utility lines outside of private property - allows future build footprints
- Requires 20' access and utility easements (30 feet minimum)
- Requires maintained access throughout entire easement and Little Indio Lane.










1 inch = 100 feet

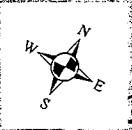


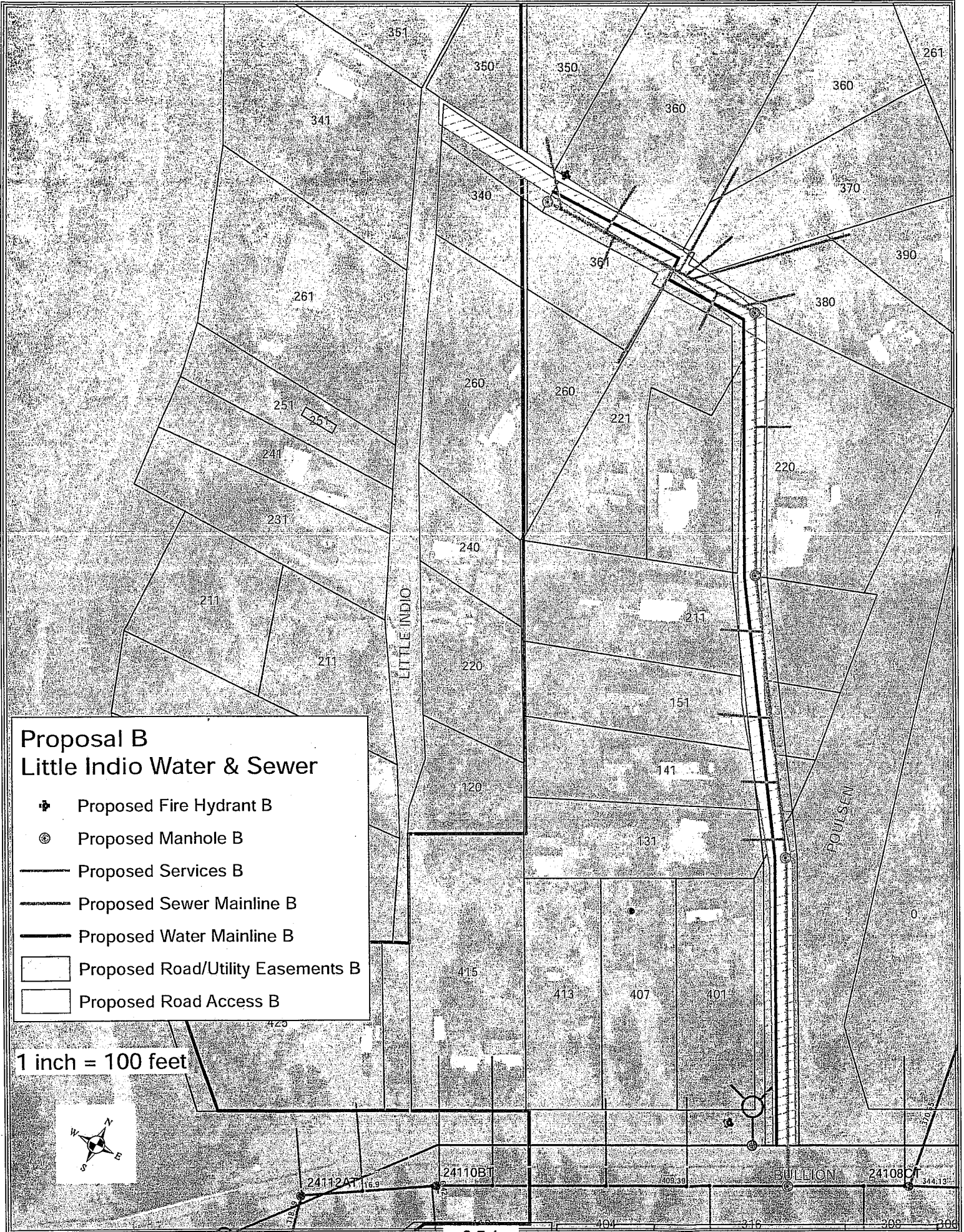


**Proposal A
Little Indio Water & Sewer**

-  Proposed Fire Hydrant
-  Proposed Manhole
-  Proposed Water Mainline
-  Proposed Sewer Mainline
-  Proposed Sewer Services
-  Proposed Easements
-  Proposed Road Access

1 inch = 100 feet

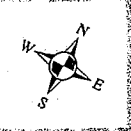


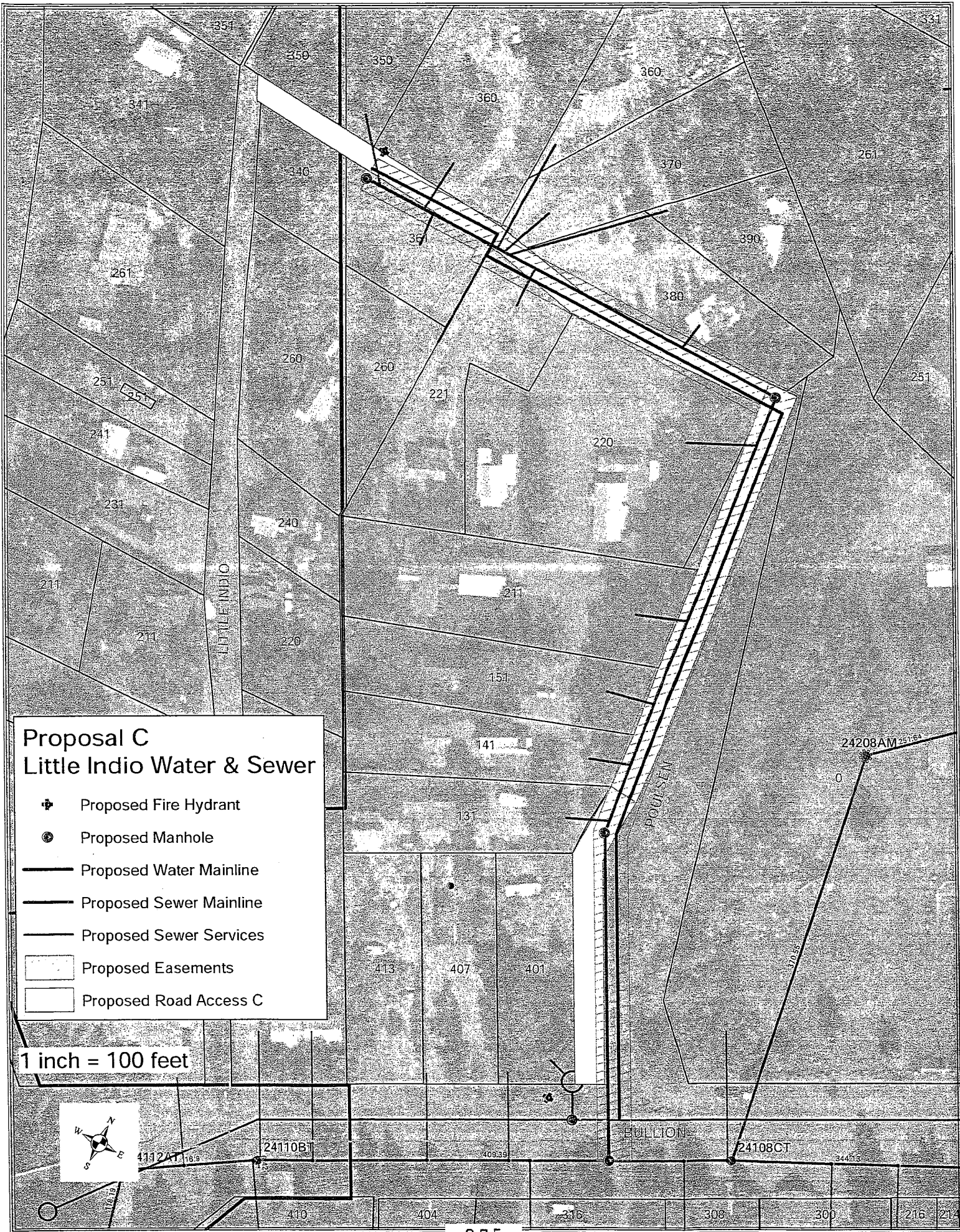


**Proposal B
Little Indio Water & Sewer**

- ⊕ Proposed Fire Hydrant B
- ⊙ Proposed Manhole B
- Proposed Services B
- Proposed Sewer Mainline B
- Proposed Water Mainline B
- ▭ Proposed Road/Utility Easements B
- ▭ Proposed Road Access B

1 inch = 100 feet



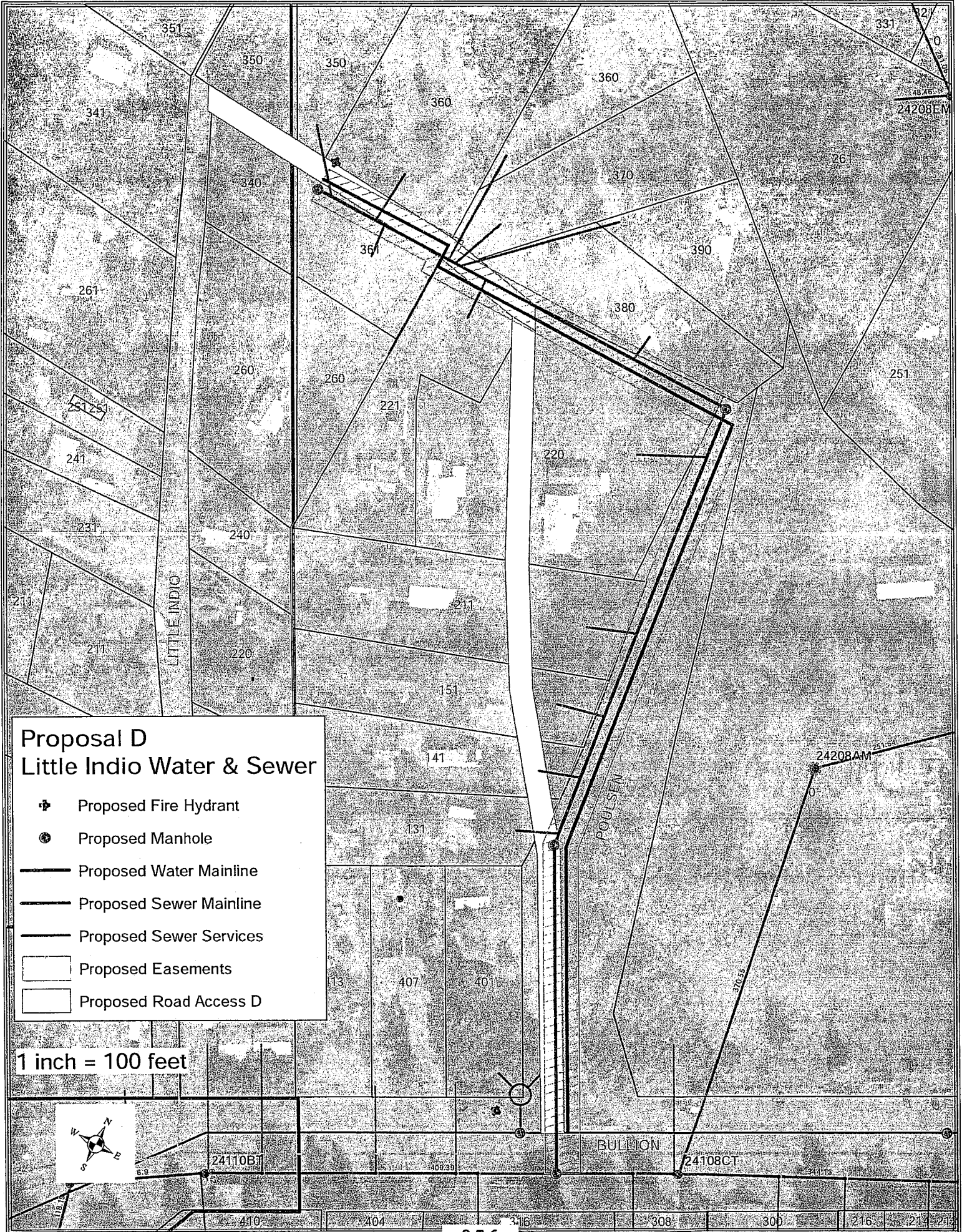


**Proposal C
Little Indio Water & Sewer**

- ⊕ Proposed Fire Hydrant
- Proposed Manhole
- Proposed Water Mainline
- Proposed Sewer Mainline
- Proposed Sewer Services
- ▭ Proposed Easements
- ▭ Proposed Road Access C

1 inch = 100 feet





Little Indio Calculations for Cost Share of Public Improvements

Total Acreage of Project Area 61777
 Total Linear Feet of Improvements 106224
 Total Linear Feet of Lot Frontages 1348

Lot	Street	Square Foot	Acreage	% Lot size	Frontage	% Frontage	Estimated Owner Cost Based on Square Feet	Estimated Owner Cost Based on Linear Feet	Estimated Owner Cost Based on Hook-Ups
401	Bullion	13,198.68	0.303	4.47%	200	14.84%	\$4,471	14,837	7,143
131	Poulsen	12,632.40	0.29	4.28%	60	4.45%	\$4,279	4,451	7,143
141	Poulsen	14,374.80	0.33	4.87%	49	3.64%	\$4,869	3,635	7,143
151	Poulsen	16,117.20	0.37	5.46%	60	4.45%	\$5,460	4,451	7,143
211	Poulsen	25,264.80	0.58	8.56%	89	6.60%	\$8,558	6,602	7,143
220	Poulsen	41,817.60	0.96	14.17%	176	13.06%	\$14,166	13,056	7,143
221	Poulsen	19,253.52	0.442	6.52%	90	6.68%	\$6,522	6,677	7,143
350	Little Indio Ln	32,670.00	0.75	11.07%	30	2.23%	\$11,067	2,226	7,143
360 (GB)	Little Indio Ln	42,688.80	0.98	14.46%	130	9.64%	\$14,461	9,644	7,143
360 (MH)	Little Indio Ln	15,681.60	0.36	5.31%	0	0.00%	\$5,312	0	7,143
361	Little Indio Ln	13,068.00	0.3	4.43%	161	11.94%	\$4,427	11,944	7,143
370	Little Indio Ln	19,253.52	0.442	6.52%	35	2.60%	\$6,522	2,596	7,143
380	Little Indio Ln	16,988.40	0.39	5.75%	268	19.88%	\$5,755	19,881	7,143
390	Little Indio Ln	12,196.80	0.28	4.13%	0	0.00%	\$4,132	0	7,143
		295,206.12			1348		\$100,000	\$100,000	\$100,000

AGENDA ITEM SUMMARY

DATE: 5-19-2014

DEPARTMENT: CDD

DEPT. HEAD SIGNATURE: MA

SUBJECT: Zoning Ordinance Amendment – Consideration of a City of Hailey initiated text amendment to the Hailey Zoning Ordinance No. 532 by amending Section 5.4 by changing Schools from Permitted uses to Conditional Uses in General Residential (GR), Business (B), and Limited Business (LB) districts and add Schools as Conditional Uses in SCI-O and SCI-I. The amendment also proposes changes to Section 9.4 to amend parking requirements for Institutional Uses and Section 11 to require siting and evaluation standards for consideration of a School as part of a Conditional Use Permit.

AUTHORITY: ID Code 67-65 IAR _____ City Ordinance/Code Zoning Ordinance No. 532
(IFAPPLICABLE)

BACKGROUND/SUMMARY OF ALTERNATIVES CONSIDERED:

Summary

The amendment is to the Hailey Zoning Ordinance, Ord. 531, revises the definition of Schools and makes changes to Section 5.4 by changing Schools from Permitted uses to Conditional Uses in General Residential (GR), Business (B), and Limited Business (LB) districts and add Schools as Conditional Uses in SCI-O and SCI-I. The amendment also proposes changes to Section 9.4 to amend parking requirements for Institutional Uses and Section 11 to require siting and evaluation standards for consideration of a School as part of a Conditional Use Permit.

Background

Schools are currently Permitted Uses within Business (B), General Residential (GR), and Limited Business (LB) zones. As a Permitted Use, only Design Review would apply to a new school within these zones. A recent application for a new school within the China Gardens Subdivision raised many questions as to whether Schools should be required to follow a Conditional Use Permit process to ensure that a proposed school does not incur any undue hardships or impacts to the existing neighborhood, public services, or cause any foreseeable and avoidable impacts. At the direction of the Mayor and City Council, staff has prepared the proposed ordinance with input from all existing and proposed schools within Hailey City Limits. Blaine County School District, Sage School, and the proposed Syringa Mountain School have all had the opportunity to comment on the amendment as well as the public. Comments have been received from all schools and from members of the public. In addition, comments were received from the public during the Public Hearing on this amendment on February 10, 2014 and at all subsequent public hearings. The current proposed ordinance reflects these comments, as applicable, and represents staff's recommendation to the Hailey Planning and Zoning Commission from all previous meetings and workshops. A record of all public comments is available.

Procedural History

The text amendment was considered by the Planning and Zoning Commission on February 10, 2014, at which time the public commented on the ordinance during a public hearing. Following this public hearing, staff was directed to make changes to the draft based on the public comments and schedule a workshop meeting for February 24 when the Commission would have an open discussion on the amendments with the public. The workshop was scheduled for February 24, 2014 at 5:30 pm. The PZ Commission continued the application to the April 14,

STAFF REPORT

TO: Hailey City Council

FROM: Micah Austin, Community Development Director

RE: Zoning Ordinance Amendment – Consideration of a City of Hailey initiated text amendment to the Hailey Zoning Ordinance No. 532 by amending Section 5.4 by changing Schools from Permitted uses to Conditional Uses in General Residential (GR), Business (B), and Limited Business (LB) districts and add Schools as Conditional Uses in SCI-O and SCI-I. The amendment also proposes changes to Section 9.4 to amend parking requirements for Institutional Uses and Section 11 to require siting and evaluation standards for consideration of a School as part of a Conditional Use Permit.

HEARING: Planning and Zoning: February 10, 2014
Planning and Zoning Workshop: February 24, 2014
Planning and Zoning: March 10, 2014
Planning and Zoning: April 14, 2014
Planning and Zoning: May 12, 2014

Notice

Notice for the public hearing on February 10 before the Planning and Zoning Commission was published in the Idaho Mountain Express on January 19 and January 21 and mailed to public agencies and area media on January 14, 2014. Notice for the public hearing on February 24 was published in the Idaho Mountain Express on February 19, 2014.

Proposal

The proposed text amendment revises the definition of Schools and makes changes to Section 5.4 by changing Schools from Permitted uses to Conditional Uses in General Residential (GR), Business (B), and Limited Business (LB) districts and add Schools as Conditional Uses in SCI-O and SCI-I. The amendment also proposes changes to Section 9.4 to amend parking requirements for Institutional Uses and Section 11 to require siting and evaluation standards for consideration of a School as part of a Conditional Use Permit.

Background

Schools are currently Permitted Uses within Business (B), General Residential (GR), and Limited Business (LB) zones. As a Permitted Use, only Design Review would apply to a new school within these zones. A recent application for a new school within the China Gardens Subdivision raised many questions as to whether Schools should be required to follow a Conditional Use Permit process to ensure that a proposed school does not incur any undue hardships or impacts to the existing neighborhood, public services, or cause any foreseeable and avoidable impacts. At the direction of the Mayor and City Council, staff has prepared the proposed ordinance with input from all existing and proposed schools within Hailey City Limits. Blaine County School District, Sage School, and the proposed Syringa Mountain School have all had the opportunity to comment on the amendment as well as the public. Comments have been received from all schools and from members of the public. In addition, comments were received from the public during the Public Hearing on this amendment on

February 10, 2014 and at all subsequent public hearings. The current proposed ordinance reflects these comments, as applicable, and represents staff's recommendation to the Hailey Planning and Zoning Commission from all previous meetings and workshops. A record of all public comments is available.

Procedural History

The text amendment was considered by the Planning and Zoning Commission on February 10, 2014, at which time the public commented on the ordinance during a public hearing. Following this public hearing, staff was directed to make changes to the draft based on the public comments and schedule a workshop meeting for February 24 when the Commission would have an open discussion on the amendments with the public. The workshop was scheduled for February 24, 2014 at 5:30 pm. The PZ Commission continued the application to the April 14, 2014 meeting for consideration. At that meeting, the PZ Commission directed staff to come back with further recommendations on parking requirements for the May 12, regular meeting. A public hearing on the text amendment was held at the May 12, 2014 regular meeting. After a public hearing and deliberation among the Planning and Zoning Commissioners, the amendment was unanimously recommended for approval to the City Council.

Department Comments

In drafting the proposed ordinance, staff did extensive research on best practices in siting and approving schools within the State of Idaho and in other parts of the nation. When doing this research, it was discovered that planning practices for schools were far from standard and varied from one end of the regulatory spectrum to the other. In some instances, staff found that cities had few or no standards for siting schools apart from the standard criteria for evaluating any Conditional Use Permit, regardless of the proposal. In other instances, the standards required for schools were highly restrictive and did not particularly seem appropriate or applicable for our community. The proposed ordinance represents staff's attempt to address all major concerns that were brought up at the recent application for a new school while incorporating the best practices that are applicable to our community.

The changes proposed address parking, site planning, traffic and pedestrian safety, and other concerns that were previously difficult to address for any new school with our current ordinance. For example, the proposed ordinance requires an on-site parking requirement when no assembly areas are called out.

This particular amendment proposes addressing this issue with the following language, "If no assembly areas are proposed, the required minimum number of on-site parking spaces shall be one (1) space for every teacher and employee, or five (5) spaces per 1,000 square feet of Gross Area, whichever is greater." The intent of this requirement is not to create large asphalt parking lots of impermeable surfaces, but represents a maximum requirement if a school does not fit the criteria of the previous on-site parking requirements.

Another proposed requirement is to provide a traffic study that would be prepared by a licensed engineer. The following is an excerpt from the ordinance:

"7. Traffic study certified by a licensed engineer. The traffic study shall include but is not limited to

the following:

i. *Existing Conditions.* The traffic study shall provide a description of existing conditions which identifies the study area, the traffic volumes in the study area and any adjustment to the traffic volumes based on seasonal variation ;

ii. *Projected Conditions.* The traffic study shall provide a description of traffic projections in the first and tenth year of use which a) identifies the source of vehicle trips (e.g., students, parents, teachers, deliveries, etc.), b) estimates the average number of daily trips including trips during peak hours, c) estimates a trip generation rate based on, at a minimum, existing local school data, and d) establishes a trip generation estimate;

iii. *Traffic and Improvement Analysis.* The traffic study shall provide a level of service analysis, an estimate of increased waiting times at keys intersections on projected routes of travel to and from the School and a warrant analysis for infrastructure improvement;

iv. *Description of average drop-off and pick-up times per student;*

v. *Description of designated area for drop-off and pick-up of students, along with a projected average time for drop-off and pick-up;*

vi. *Description of proposed traffic calming measures;*

vii. *Description of proposed traffic reduction measures;*

viii. *Description of projected pedestrian traffic to and from the School; and*

ix. *Recommendation of infrastructure required to provide for safe and efficient vehicular and pedestrian movement to and from the School."*

The objective for the traffic study is to fully inform the public, the City of Hailey officials, the Planning and Zoning Commission, and the applicants of the traffic impacts to the neighborhood and address any safety concerns. It is anticipated that this information will be critical in determining whether the selected site is appropriate for locating a school and, with all other information provided by the applicant, will be used by the Commission in making their decision.

Other proposed standards address landscape safety, public infrastructure demand, public infrastructure planning, and significant consideration for public safety and welfare. It is important to note that the objective for this amendment is not to frustrate the planning efforts for any school or to discourage new schools within Hailey, but rather to ensure that all schools are sited and planned so as to fully maximize their effectiveness and benefit to the community while minimizing or eliminating any undue burden the schools may cause to the community.

Update from April 14, 2014 Meeting

At the April 14 meeting of the Hailey Planning and Zoning Commission, staff was directed to present a list of options, analysis of those options, and a recommendation. Based on this direction, staff held several meetings and proposes recommendations that are a combination of different methods to correctly evaluate the parking needs for a school. These recommendations are based upon current parking availability at the existing schools. In formulating these recommendations, staff considered the following options and worked from these options to the recommendation stated further down:

1. Leave as is, no change
2. Unregulated, following the model used by the City of Sanpoint
3. Require a parking study in the application process, to be approved by the Commission as a part of the Conditional Use Permit approval
4. Base the parking requirement on the number of students
5. Base the parking requirement on the total gross square footage of school
6. Base the parking requirement on the total square footage of the Assembly area(s)
7. Based on Assembly area, number of seats
8. Historical data

Based on the research conducted on the above options, staff makes the following recommendations for amendments to the ordinance:

1. Require one parking space for all employees and teachers at all schools
2. Require 1 space for every four students (or .25 space per student) at high schools. This accommodates students driving to school
3. Require 1 space for every 6 assembly seats in elementary and middle schools. This will accommodate traffic for special events and assemblies. Where the students are not driving to these schools, additional parking is necessary.
4. Require 1 space for every 8 assembly seats in high schools. This will accommodate additional traffic for special events and assemblies, however the required parking for students will absorb the majority of parking needs with students driving to events.
5. All spaces for staff must be on-site and improved
6. All spaces for students at high school must be on-site and improved
7. Spaces for assemblies can be on site or off-site within 300' of external boundaries of school property.
8. Spaces for assemblies on off-site streets must be on public streets, except for Arterial or Residential Local Streets.

To further clarify these recommendations, please refer to the chart below that the City Attorney has prepared showing current conditions and the applicable results from recommended parking requirements:

Table Summarizing Options for Parking

PARKING

<u>Existing Conditions</u>	<u>HE</u>	<u>WSE</u>	<u>MS</u>	<u>HS</u>	<u>SC</u>	<u>HS/SC</u>	<u>SM</u>
# of On-Site Parking Places	166	139	139	267	83	350	N/A
# of Off-Site Parking Places	<u>65</u>	<u>20</u>	<u>224</u>	<u>110</u>	<u>10</u>	<u>120</u>	N/A
Total # of Spaces	231	159	363	377	93	470	
# of Staff	60	56	86	150	9	159	12
# of Students	507	348	685	775	48	823	240
Gross Square Footage	18,355 12,000	58,375	153,979	181,373	12,000	193,373	
<u>Formulas</u>							
# of Spaces per Existing Ordinance	217	187	471	1,331	247	1,578	12+
# of Spaces at 1 Space/Staff	60	56	86	150	9	159	12
# of Spaces at .25 Spaces/Student	127	87	171	194	12	206	60
# of Spaces at 5 Spaces/1,000 sq. ft.	441	291	769	906	60	966	60
# of Spaces at 1 Space/6 Seats	73	61	157	443	82	525	-0-
1 Space/8 Seats	54	45	117	332	61	393	-0-
Suggested	133	117	243	676	82	697	72

Assumptions for Suggested Parking Formula

1. All spaces for staff must be on-site and improved
2. All spaces for students at high school must be on-site and improved
3. Spaces for assemblies can be on site or off-site within 300' of external boundaries of school property.
4. Spaces for assemblies on off-site streets must be on public streets, except for Arterial or Residential Local Streets.
5. Parking for the High School and Silver Creek can be combined.
6. Parking for assemblies is different at the schools. A lesser parking requirement for high school assemblies is justified since high schools require on-site parking for students.

Staff believes that the current recommendation reflects the most practical and thoughtful analysis of this issue, taking into account current situations and a desire from the Commission to limit the number of spaces to avoid large areas of unused parking.

Standards of Evaluation

Note: Staff analysis is in lighter type,
Italicized words are words or phrases added by staff for clarification purposes.

14.6 When evaluating any proposed amendment under this Article, the Commission and Council shall make findings of fact on the following criteria:

- a. The proposed amendment is in accordance with the Comprehensive Plan;**
The Council should consider how the proposed amendment relates to the various goals of the Comprehensive Plan (listed below for reference). Section 9, Public Services, Facilities, and Utilities, has been addressed as being most applicable to this application as seen below.

Section 9: Public Services, Facilities and Utilities

The following excerpt from Section 9 of the Comprehensive Plan that contains section applicable to this application. Emphasis added.

Public Facilities

The City of Hailey adopted the Capital Improvement Plan as an element of the Comprehensive Plan in 2007 as required by Idaho Code Section 67-8208. The Capital Improvement Plan is overseen by the Public Works Department and updated in the spring of each year as part of the annual budget process. The Capital Improvement Plan projects the costs for street projects, water projects, wastewater projects, sidewalk projects, path and trail projects, park projects, city building projects (city hall, library, police and fire stations, etc) and storm water projects. The City Council prioritizes these projects through the annual budget process.

Consistent with the above section of the Comp Plan, the proposed has requirements for

ensuring that all public infrastructure is adequate to accommodate the proposed school.

Emergency Services

In addition to law enforcement, the Hailey Police provide a number of services to the Community, such as bicycle safety, fingerprinting services, vacant home and vacation checks, business checks, theft prevention education, vehicle lockouts, and a traffic school. The Police Department has its headquarters at City Hall.

The Hailey Fire Department is comprised of 3 divisions; Administration, Prevention and Operations. Currently the department has a single station located at 617 S. Third Street. New stations are planned for the central Woodside area, and the Northridge areas, which would allow the existing aging station to be decommissioned.

Consistent with the above, the proposed amendment contains landscaping and access requirements that have been recommended and approved by both the Police Department and the Fire Department. These standards ensure that the public, students, and emergency personnel are as safe as possible when responding to an emergency at the school.

Goal 9.1: Plan for the long-term utilities, service and facility needs of the City while minimizing impacts to the greatest extent possible.

The proposed amendments comply with this goal. The intent of the amendment is to minimize impacts of schools and to ensure the public health, welfare, and safety are addressed.

Comp Plan Goals (2010)
1.1 Preserve, protect and restore natural resources including waterways, floodplains, wetlands, soil, community forest, native vegetation, green space and wildlife habitat and migration corridors for the benefit of the City and its residents.
1.2 Efficiently use and conserve resources.
1.3 Promote renewable energy production
1.4 Promote energy conservation
1.5 Promote air quality protection
2.1 Reduce the potential threat to loss of life, limb or property and minimize public expenditures due to natural and man-made hazards.
3.1 Assure the protection and preservation of Special Sites, Areas and Features to maintain a strong community identity for future generations
3.2 Protect the residential character of the original Townsite.
4.1 Create and maintain an interconnected system of parks, recreational facilities, trails, green spaces and natural lands in order to provide diverse recreation opportunities for Hailey residents within ¼ mile to ½ mile of the greatest number of residents.
5.1 Retain a compact City comprised a central downtown with surrounding diverse neighborhoods, areas and characteristics as depicted in the Land Use Map:
a. Main Street Corridor – area of high density commercial, mixed use and residential development.
b. Downtown - the historic commercial center containing the greatest concentration of commercial, cultural and civic activity. Downtown is the priority area for encouraging higher density commercial and mixed use (commercial and residential) development.
c. Community Activity Areas – located at the north and south ends of the Main Street Corridor. High density residential is encouraged. Commercial and mixed use (commercial and residential) development is appropriate, but should be subordinate and secondary to the infill of Downtown.
d. High Density Residential – high density residential infill is encouraged in the area along Main Street and River Street between Downtown and the north and south ends of Main Street.
e. Residential Buffer – medium density residential, providing a buffer between lower density residential neighborhoods to the east and west and the Main Street District.
f. Traditional Residential – Density varies depending on the qualities of different neighborhoods, generally density is higher within a ¼ mile of Downtown, Community Activity Areas or Neighborhood Service Centers and connected by transit service.
g. Neighborhood Service Centers – Small commercial areas serving residents within walking distance (¼ to ½ mile) where commercial use is subordinate to residential uses and to Downtown or Community Activity Areas.
h. Light Industrial – Areas containing uses important to a variety of business sectors that focus on the production of products and services that are less compatible with, and do not compete with, uses in Downtown and the Community Activity Areas.
i. Airport Site Redevelopment – a diversity and integration of uses and community assets

that complement and support Downtown and are connected within and to existing neighborhoods.
j. Community Gateways – areas where one has a sense of arrival or sense of being within a part of town distinguished from others providing opportunities for special design considerations.
5.2 Maintain Downtown as the area containing the greatest concentration of commercial, cultural and civic activity and as the priority area for encouraging higher density commercial and mixed use (commercial and residential) development.
5.3 Continue cooperation with the Blaine County and the Friedman Memorial Airport Authority in regional planning efforts to optimally relocate the airport and plan for the long term redevelopment of the site within the city limits to ensure that changes in land use are beneficial to the community of Hailey.
5.4 Protect open space within and surrounding Hailey, including visible ridgelines, undeveloped hillsides and agricultural areas which help define the unique character of Hailey.
5.5 Lessen dependency on the automobile.
5.6 Manage and accommodate population growth by infill development and, when appropriate, minimal expansion by annexation and/or density increases.
5.7 Encourage development at the densities allowed in the Zoning Code.
6.1 Encourage a diversity of economic development opportunities within Hailey
6.2 Encourage abundant, competitive and career-oriented opportunities for young workers.
7.1 Encourage a variety of projects and programs that meet the needs generated by various segments of the population, especially the needs of those who risk suffering effects of discrimination or are socially or economically disadvantaged.
7.2 Encourage projects and programs that seek to provide opportunities for cultural, cross-cultural and educational enrichment.
8.1 Encourage development that provides opportunities for home ownership and rental homes for individuals and families of all socio-economic levels.
9.1 Plan for the long-term utilities, service and facility needs of the City while minimizing impacts to the greatest extent possible.
10.1. Create and maintain a pedestrian and bicycle-friendly community that provides a safe, convenient and efficient multi-modal transportation system for all Hailey residents.
11.1 Establish a built environment that maintains a human scale, retains interest, aesthetics, encourages various levels of interaction among all members of the community, and enhances the character of different neighborhoods.
12.1 Evaluate whether proposed regulatory or administrative actions may result in an unconstitutional taking of private property.
13.1 Encourage and facilitate the development of school facilities that are planned consistently with the city's other land use policies.
13.2 Ensure the provision of safe, adequate, convenient multi-modal transportation access to all existing and future school sites.

- b. Essential public facilities and services are available to support the full range of proposed uses without creating excessive additional requirements at public cost for the public facilities and services;**

The amendment will ensure that all public facilities are available to accommodate new schools, thereby fulfilling this requirement of the text amendment.

- c. The proposed uses are compatible with the surrounding area; and**

The amendment will provide opportunity for the public to comment whether schools are compatible with the surrounding area. In addition, the Planning and Zoning Commission will have the ability to make this determination as part of the CUP process.

- d. The proposed amendment will promote the public health, safety and general welfare.**

The proposed amendment is primarily and fundamentally designed to promote the health, safety, and general welfare of the public.

Motion Language

Approval:

Motion to approve the proposed amendments to the Hailey Zoning Ordinance No. 532 by amending Section 5.4, Section 9.4, and Section 11 to require siting and evaluation standards for consideration of a School as part of a Conditional Use Permit.

Denial:

Motion to approve the proposed amendments to the Hailey Zoning Ordinance No. 532 by amending Section 5.4, Section 9.4, and Section 11 to require siting and evaluation standards for consideration of a School as part of a Conditional Use Permit, finding that _____ [the Council should cite which standards are not met and provided the reason why each identified standard is not met].

Continuation:

Motion to continue the public hearing upon the proposed amendments to _____ [the Council should specify a date].

Table:

Motion to table the proposed amendments.

HAILEY ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF HAILEY, IDAHO, AMENDING HAILEY'S ZONING ORDINANCE, ORDINANCE NO. 532, BY AMENDING SECTION 2.2 TO REVISE THE DEFINITION OF SCHOOL; AMENDING SECTION 5.4 TO MAKE SCHOOLS A CONDITIONAL USE IN THE GENERAL RESIDENTIAL (GR), LIMITED BUSINESS (LB), BUSINESS (B) AND SERVICE COMMERCIAL INDUSTRIAL – SALES AND OFFICE (SCI-SO) ZONING DISTRICTS; AMENDING SECTION 9.4.4 TO CLARIFY PARKING REQUIREMENTS FOR SCHOOLS; AMENDING SECTION 11.2.2 TO REQUIRE A TRAFFIC STUDY, A PEDESTRIAN AND BICYCLE PLAN AND A WATER DEMAND ESTIMATE; ADDING A NEW SUBSECTION 11.4.3 TO ADD STANDARDS FOR A SCHOOL CONDITIONAL USE PERMIT; PROVIDING FOR A SEVERABILITY CLAUSE; PROVIDING FOR A REPEALER CLAUSE; AND PROVIDING FOR THE EFFECTIVE DATE OF THIS ORDINANCE UPON PASSAGE, APPROVAL AND PUBLICATION ACCORDING TO LAW.

WHEREAS, Idaho Code § 67-6512 authorize the City of Hailey to establish conditional use permits;

WHEREAS, Hailey Zoning Ordinance allows schools as permitted uses in the General Residential (GR), Limited Business (LB) and Business (B) zoning districts, but disallows schools in the Service Commercial Industrial District – Sales and Office (SCI-SO) zoning districts;

WHEREAS, the City of Hailey believes it is in the public health, safety and welfare to make schools a conditional use in the General Residential (GR), Limited Business (LB), Business (B) and the Service Commercial Industrial District – Sales and Office (SCI-SO) zoning districts;

WHEREAS, the Hailey City Council has found that the following amendments to the Hailey Zoning Ordinance will generally conform to the Hailey Comprehensive Plan;

WHEREAS, the amendments will not create excessive additional requirements at public cost for public facilities and services; and

WHEREAS, the amendment will be in accordance with the public health, safety and general welfare.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF HAILEY, IDAHO, AS FOLLOWS:

Section 1. The definition of "Schools" found in Section 2.2 of the Hailey Zoning Ordinance No. 532, is hereby amended by addition of the underlined language and by deletion of the stricken language, as follows:

Schools. ~~The term schools~~ An institution providing academic instruction and shall include kindergarten, elementary, junior-high, middle and high schools. For the purpose of this

definition. Schools do not include post-secondary schools, such as universities, colleges and vocational or trade schools.

Section 2. Portions of the District Use Matrix found in Section 5.4 of the Hailey Zoning Ordinance No. 532 are hereby amended by addition of the underlined language and by deletion of the stricken language, as follows:

Section 5.4 District Use Matrix

Category	Description (Excerpt)	Districts & Corridors													
		RGB	LR-1	LR-2	GR	NB	LB	TN	B	LI	TI	A	SCI-SO	SCI-I	
PUBLIC OR SEMI/PUBLIC															
	Schools. (Refer to §11.4.3 for specific criteria when reviewing schools)	N	N	N	<u>P</u> <u>C</u>	N	<u>P</u> <u>C</u>	N	<u>P</u> <u>C</u>	N	N	N	N	<u>N</u> <u>C</u>	N

Section 3. Section 9.4.4 of the Hailey Zoning Ordinance No. 532 is hereby amended by addition of the underlined language and by deletion of the stricken language, as follows:

9.4.4 Schools.

a. Elementary schools: One (1) improved on-site space for every teacher and employee, and one (1) improved or unimproved on-site or off-site space for every two six (6) seats persons rated capacity of all the largest assembly areas on the School site, whichever is greater. If no assembly areas are proposed, the required minimum number of on-site improved parking spaces shall be one (1) space for every teacher and employee, and five (5) improved or unimproved on-site or off-site spaces per 1,000 square feet of gross area.

b. Middle schools: One (1) improved on-site space for every teacher and employee, and one (1) improved or unimproved on-site or off-site space for every two six (6) seats persons rated capacity of all the largest assembly areas on the School site, whichever is greater. If no assembly areas are proposed, the required minimum number of on-site improved parking spaces shall be one (1) space for every teacher and employee, and five (5) improved or unimproved on-site or off-site spaces per 1,000 square feet of gross area.

c. High schools: One (1) improved on-site space for every four (54) students and one (1) improved on-site space for each teacher and/or employee, or one (1) unimproved on-site or off-site space for every two eight (8) seats persons rated capacity of all the largest assembly areas on the School site, whichever is greater. If no assembly areas are proposed, the required minimum number of on-site improved parking spaces shall be one (1) improved on-site space for every four (4) students, and one (1) space for every teacher and employee, and five (5) improved or unimproved on-site or off-site spaces per 1,000 square feet of gross area.

d. Colleges, universities, professional or trade schools: One (1) improved on-site space for every three (3) students and one (1) improved on-site space for each employee.

Improved parking spaces shall consist of a paved, concrete or similar surface, while unimproved parking spaces may consist of a gravel or grass surface. Credit for any off-site parking shall be limited to parking within three hundred feet (300') of the external boundaries of the School property and to public streets within hundred feet (300') of the external boundaries of the School property except for Arterial or Residential Local Streets as designated by Section 18.06.010 of the Hailey Municipal Code.

Section 4. Section 11.2.2 of the Hailey Zoning Ordinance No. 532 is hereby amended by addition of the underlined language, as follows:

11.2.2 The application shall include at least the following information:

- a. Name, address, and phone number of the applicant.
- b. Proof of interest in the subject property by the applicant, such as a deed, contract of sale, option to purchase, or lease agreement.
- c. Legal description of the subject property, including street address.
- d. Description of existing use.
- e. Zoning district of subject property.
- f. Description of proposed conditional use.
- g. A plan of the proposed site for the conditional use showing the location of all buildings, parking and loading areas, traffic access and traffic circulation, open spaces, easements, existing and proposed grade, energy efficiency considerations, landscaping, exterior lighting plan as required by Article VIII B of this Ordinance, refuse and service areas, utilities, signs, property lines, north arrow, and rendering of building exteriors, where applicable.
- h. A narrative statement evaluating the effects on adjoining property, the effect of such elements as noise, glare, odor, fumes, and vibration on adjoining property.
- i. A narrative statement identifying surrounding land uses and discussing the general compatibility of the proposed use with adjacent and other properties in the district.
- j. A narrative discussion of the relationship of the proposed use to the Comprehensive Plan describing how the application meets each applicable criteria for review.
- k. A list of the names and addresses of all property owners and residents within three hundred (300) feet of the external boundaries of the land being considered.
 1. For a School conditional use permit application, the following must be completed with submittal of the conditional use permit application:
 1. A narrative statement stating the projected enrollment, the grades attending the school, the projected hours of operation for normal school days and after school activities, and anticipated special events;
 2. Description of security measures;
 3. Evidence of financial ability to construct and maintain a School;
 4. Bicycle and bussing plan;
 5. A site plan showing all proposed principal and accessory buildings and structures, including school buildings, administrative buildings and maintenance facilities, and parking areas, vehicle and bus circulation areas, pick-up and drop-off areas, playgrounds and open areas;
 6. Water demand estimate for all on-site water consumption submitted by a licensed engineer; and

7. Traffic study certified by a licensed engineer. The traffic study shall include but is not limited to the following:

i. Existing Conditions. The traffic study shall provide a description of existing conditions which identifies the study area, the traffic volumes in the study area and any adjustment to the traffic volumes based on seasonal variation ;

ii. Projected Conditions. The traffic study shall provide a description of traffic projections in the first and tenth year of use which a) identifies the source of vehicle trips (e.g., students, parents, teachers, deliveries, etc.), b) estimates the average number of daily trips including trips during peak hours, c) estimates a trip generation rate based on, at a minimum, existing local school data, and d) establishes a trip generation estimate;

iii. Traffic and Improvement Analysis. The traffic study shall provide a level of service analysis, an estimate of increased waiting times at keys intersections on projected routes of travel to and from the School and a warrant analysis for infrastructure improvement;

iv. Description of average drop-off and pick-up times per student;

v. Description of designated area for drop-off and pick-up of students, along with a projected average time for drop-off and pick-up;

vi. Description of proposed traffic calming measures;

vii. Description of proposed traffic reduction measures;

viii. Description of projected pedestrian traffic to and from the School; and

ix. Recommendation of infrastructure required to provide for safe and efficient vehicular and pedestrian movement to and from the School.

8. Any operational guide, such as a charter or petition for charter school, setting forth the proposed number of students in each grade, teachers, paraprofessionals, administrative staff and other support staff, hours of operation, and description of school activities on-site.

m. Any other information as requested by the Administrator to determine if the proposed conditional use meets the intent and requirements of this Article.

n. A fee established in a separate ordinance approved by the Council.

Section 5. Section 11.4 of the Hailey Zoning Ordinance No. 532 is hereby amended by addition of a new subsection 11.4.3, as follows:

11.4.3 Schools.

11.4.3.1 Applicability. A conditional use permit is required for the following:

a. A new School;

b. The remodel of an existing School which increases enrollment in any one year by the lesser of 50% or seventy five (75) students;

c. The remodel of an existing School which substantially increases the intensity of an existing School (e.g., conversion of a middle school into a high school which increases parking requirements and which may affect traffic); or

d. The remodel of an existing School which increases the "net area" of a School by ten percent (10%). For the purpose of this section, "net area" shall mean the area consistently used by students, teachers and employees for instruction such as class rooms and assembly areas, but does not include hallways, storage areas, employee break areas, restrooms and machinery rooms.

11.4.3.2 Criteria for Review. The Commission shall review the particular facts and circumstances based on the standards set forth below for the entire School. Before any approval of a conditional use permit, the Commission shall find adequate evidence showing that such use at the proposed location:

- a. Will comply with the standards for any conditional use found in Section 11.4.1.
- b. Will be located on or within four hundred feet (400') of an existing Collector Street, as designated by §18.06.010 of the Hailey Municipal Code. The four hundred foot (400') requirement shall be measured along the path of an existing street.
- c. Will have sidewalks, bike and vehicle facilities necessary to accommodate vehicular, pedestrian and bicycle traffic on-site and between the nearest Collector Street and the School site.
- d. Will comply with the parking requirements in Article IX of the Hailey Zoning Ordinance, unless the applicant can provide and guarantee alternative parking arrangements such as shared parking or bussing of staff and parents.
- e. Will comply with the outdoor lighting requirements in Article VIII B of the Hailey Zoning Ordinance.
- f. Will construct fencing around all play areas at elementary schools adjacent to private or public streets in accordance with Article VIII of the Hailey Zoning Ordinance.
- g. Will comply with the following site design standards:
 - i. Landscaping shall be restricted to trees with canopies higher than ten feet (10') and bushes less than three feet (3') high to deter hiding.
 - ii. A minimum of thirty five feet (35') of space on real property owned or leased by the School shall be provided around buildings in which trees and bushes shall be separated (i.e., not clumped) and maintained and in which no buildings will be constructed.
 - iii. Sidewalks, bike and vehicle improvements shall meet the applicable standards in Title 18 of the Hailey Municipal Code.

Section 6. Should any section or provision of this Ordinance be declared by the courts to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinance as a whole or any part thereof other than the part so declared to be unconstitutional or invalid.

Section 7. All Ordinances or parts thereof in conflict herewith are hereby repealed and rescinded.

Section 8. This Ordinance shall be in full force and effect from and after its passage, approval, and publication according to law.

PASSED AND ADOPTED BY THE HAILEY CITY COUNCIL AND APPROVED BY THE MAYOR THIS ___ DAY OF _____, 2014.

Fritz X. Haemmerle, Mayor

Attest:

Mary Cone, City Clerk

2014 meeting for consideration. At that meeting, the PZ Commission directed staff to come back with further recommendations on parking requirements for the May 12, regular meeting. A public hearing on the text amendment was held at the May 12, 2014 regular meeting. After a public hearing and deliberation among the Planning and Zoning Commissioners, the amendment was unanimously recommended for approval to the City Council.

Planning and Zoning Commission Recommendation

On May 12, 2014, the Planning and Zoning Commission held a public hearing to consider the amendment. After deliberation among the Commissioner, they voted unanimously to recommend the amendment for adoption to the Hailey City Council. The Commission found the amendment to be in compliance with the Comprehensive Plan, the Zoning Ordinance, and the Subdivision Ordinance.

FISCAL IMPACT / PROJECT FINANCIAL ANALYSIS:

None

ACKNOWLEDGEMENT BY OTHER AFFECTED CITY DEPARTMENTS: (IF APPLICABLE)

- | | | |
|--|--|--|
| <input checked="" type="checkbox"/> City Administrator | <input type="checkbox"/> Library | <input type="checkbox"/> Benefits Committee |
| <input checked="" type="checkbox"/> City Attorney | <input type="checkbox"/> Mayor | <input type="checkbox"/> Streets |
| <input type="checkbox"/> City Clerk | <input checked="" type="checkbox"/> Planning | <input type="checkbox"/> Treasurer |
| <input checked="" type="checkbox"/> Building | <input type="checkbox"/> Police | <input checked="" type="checkbox"/> Sustainability |
| <input type="checkbox"/> Engineer | <input type="checkbox"/> Public Works, | <input type="checkbox"/> |
| <input type="checkbox"/> Fire Dept. | <input type="checkbox"/> Parks | <input type="checkbox"/> |
| | <input checked="" type="checkbox"/> P & Z Commission | |

RECOMMENDATION FROM APPLICABLE DEPARTMENT HEAD:

Discuss the amendment during New Business. This amendment has not been noticed according to LLUPA requirements for a public hearing.

ACTION OF THE CITY COUNCIL:

Date : _____
 City Clerk _____

FOLLOW-UP:

*Ord./Res./Agrmt./Order-Originals: Record *Additional/Exceptional Originals to:

Copies (all info.): _____
 Instrument # _____

Copies (AIS only)

